

**DEPARTMENT OF GENERAL SERVICES
OFFICE OF PUBLIC SCHOOL CONSTRUCTION**

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SACRAMENTO, CA 95814
<http://www.dgs.ca.gov/opsc>



June 30, 1997

Mass Mailer #97-08

To: All School Districts and County Superintendents of Schools

Subject: **ADVISORY ACTIONS TAKEN BY THE STATE ALLOCATION BOARD REGARDING THE JOINT USE POLICY**

On June 25, 1997, the State Allocation Board (SAB) approved a supplemental policy regarding the allocation of \$25 million for the funding of Joint Use projects. A policy was originally addressed and partially approved by the SAB on May 21, 1997. The complete policy is attached for your review, as well as the application package necessary to submit your application.

The SAB has directed that applications for Joint Use funding will be accepted by the Office of Public School Construction (OPSC) during the normal business hours of 8 a.m. to 5 p.m., from July 23, 1997, through August 5, 1997. If the dollar amount of application requests received during this period exceed the funds set aside for this purpose, the SAB will allocate the \$25 million based on a random selection. If a random selection is necessary, you will be notified by separate letter early in August, 1997.

The policy also provides that a limit of \$1 million for the state's share of each project and that only one application per district will be considered for funding from the \$25 million. Districts may submit more than one application during this period in anticipation that future bond measures will contain a similar provision for Joint Use projects. These applications will be presented for a zero approval consideration at a future SAB meeting. All applications submitted must identify a district funding priority for purposes of funding by the SAB.

It is anticipated that the initial funding application request will be presented to the SAB on August 27, 1997. The following documents must be submitted in order for your application to be accepted for processing by the OPSC:

1. Form 506 (Rev. 6/97), Application for Apportionment.
2. Plot plan(s) for the affected school where the eligibility was generated which identifies all teaching stations and the actual area (include square footage) of all existing gymnasiums, multi-purpose rooms and libraries.
3. Form SAB 411B, Enrollment Certification
4. A separate letter indicating:
 - The district's entitlement for Joint Use funding utilizing the "minimum essential facility" criteria allowed in accordance with the approved Joint Use policy. All area entitlement for Joint Use funding must be approved by the California Department Education.
 - Certification of contractual agreement required by Education Code Sections 17750 or 17751.

Should you have any questions regarding the Joint Use policy or need assistance completing the application, please contact Sandy Westerinen at (916) 322-5562, or contact her via e-mail at swesterinen@dgs.ca.gov.

Sincerely,

TED W. DUTTON
Executive Officer

TWD:PS:raw

Attachments: Joint Use Policy of May 21, 1997
Supplemental Joint Use Policy of June 25, 1997
Form SAB 506 (Rev. 6/97), Application for Apportionment
Form SAB 411 B, Enrollment Certification